



Commandant  
United States Coast Guard

2100 Second Street S.W.  
Washington, D. C. 20593-0001  
Staff Symbol: G-SLP  
Phone: (202) 267-2855

**COMDTNOTE 4100**  
**JUN 08 2000**

**COMMANDANT NOTICE 4100**

**Subj: CH-1 TO THE COAST GUARD ENGINEERING LOGISTICS CONCEPT OF OPERATIONS (ECONOP), COMDTINST 4100.7**

1. **PURPOSE.** This Change updates the logistics system functional roles of the Facility Manager and Platform Manager.
2. **ACTION.** Area and district commanders, commanders of maintenance and logistics commands, commanding officers of headquarters units, assistant commandants of directorates, Chief Counsel, and special staff offices at Headquarters shall ensure that the provisions of this Instruction are followed.
3. **DIRECTIVES AFFECTED.** No other directives are affected.
4. **DISCUSSION.** The ECONOP was recently reviewed by the Infrastructure Transition Natural Working Group, which recommended that this change be made. This change:
  - a. Moves responsibility for the Operational Logistics Support Plan (OLSP) from the Facility Manager to the Platform Manager as an output of the Sustainment Integrated Logistics Support Management Team (ILSMT) process. The Platform Manager serves as a member of the ILSMT during the acquisition phase and will now chair the ILSMT during the sustainment and disposal phases. The Platform Manager also ensures that the logistics portions of the OLSP are current during the sustainment phase.
  - b. Ensures that the Facility Manager remains a member of the ILSMT during all phases of the life cycle. Previously, the Facility Manager's involvement with the ILSMT ended with the completion of the acquisition phase and they were not involved in the sustainment phase.

DISTRIBUTION – SDL No.137

	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p	q	r	s	t	u	v	w	x	y	z
A																										
B		8	20*		1	4			4		4		4													
C																										
D																										
E																										
F																										
G																										
H																										

NON-STANDARD DISTRIBUTION: \*B:c MLCs (6 extra)

5. **PROCEDURES.** Remove and insert the following pages

**Remove**

Table of Contents  
Enclosure (1), pages 9 thru 13

**Insert**

Table of Contents, pages i thru ii  
Enclosure (1), pages 9 thru 13

6. **FORMS.** There are no forms required by this instruction.

R. F. SILVA  
Assistant Commandant for Systems

Encl: (1) CH-1 to COMDTINST 4100.7

## TABLE OF CONTENTS

<b>I. INTRODUCTION</b>	<b>1</b>
A. Purpose.....	1
B. Background.....	1
C. Methodology.....	1
<b>II. PRINCIPLES</b>	<b>2</b>
A. Customer Focus .....	2
B. Decision Making .....	2
C. Decision Support .....	3
D. Measurement.....	3
E. Work Force .....	3
<b>III. LOGISTICS SYSTEM CHARACTERISTICS</b>	<b>4</b>
A. Planning.....	4
B. Organizing.....	5
C. Resourcing .....	5
D. Evaluating/Informing .....	6
E. Guiding/Changing .....	7
<b>IV. LOGISTICS SYSTEM FUNCTIONAL ROLES</b>	<b>9</b>
A. Functional Roles	9
1. Facility Manager .....	9
2. Logistics Advocate.....	9
3. Configuration Control Board .....	10
4. Integrated Logistics Support Management Team (ILSMT).....	10
5. Acquisition Manager .....	10
6. Platform Manager .....	11
7. Equipment/Systems Manager.....	11
8. Supply Manager .....	12
9. Maintenance Manager.....	12
10. Support Manager .....	12
11. Platform Level Logistics Manager.....	13

**TABLE OF CONTENTS - CONTINUED**

<b>V.</b>	<b>APPENDIX I - DESCRIPTION OF PRINCIPLES.....</b>	<b>A-1-1</b>
<b>VI.</b>	<b>APPENDIX 11 - GLOSSARY OF TERMS .....</b>	<b>A-1-2</b>

## IV. Logistics System Functional Roles

---

Role definitions are needed to describe how the system will work to support the units performing the operational missions. The following are considered the most significant roles for the future system. They are not intended to be all-inclusive. As with the characteristics, the roles are defined functionally. The roles might be filled by either individuals or organizations, or both. They are not intended to be constrained to current organizations. Any of these functional roles could be implemented in several ways.

### A. Functional Roles

#### 1. Facility Manager

Translates operating program needs into system requirements

- Describes the platform, system, and equipment requirements for the operating programs
- Coordinates with the Logistics Advocate and the operating programs to ensure that the platform, system, and equipment requirements are met.
- Obtains and provides resources to the Logistics Advocate to support platform, system, or equipment to meet mission requirements.
- Continually evaluates the operational effectiveness of the platform, system, or equipment to meet mission requirements.
- Serves as a member of the configuration control board during the acquisition phase. Chairs the configuration control board through sustainment, and disposal phases of the platform, system, or equipment.
- Serves as a member of the Integrated Logistics Support Management Team (ILSMT) during all phases of the life cycle.

#### 2. Logistics Advocate

Manages the logistics system to satisfy platform requirements.

- Sets strategic direction, goals, objectives; establishes doctrine, policy, and procedures for integrated logistics.
- Coordinates with customers at all levels to ensure the logistics system supports operational missions.
- Obtains resources and makes macro-level distribution of resources to perform logistics functions

**Encl. (1) to COMDTINST 4100.7**  
**Engineering Logistics CONOP**

- Continually evaluates/improves the performance of the logistics system.

**3. Configuration Control Board**

Cross-functional team that reviews proposed configuration changes in response to changing facility requirements

- Ensures appropriate ILS elements are addressed.
- Makes decisions based on trade-off, cost-benefit and value-added analyses.
- Communicates approved changes.

**4. Integrated Logistics Support Management Team (ILSMT)**

Cross functional team that develops, reviews and updates Integrated logistics support plans in response to changing operational and logistical requirements.

- Ensures that appropriate ILS elements are addressed.
- Reviews and ensures that all support plans are current.
- Develops support plans for major acquisitions, alterations, modifications, and changes in operational requirements.

**5. Acquisition Manager**

Acquires a platform, system, or equipment, which is supportable throughout its life cycle.

- Leads cross-functional teams to ensure all life cycle ILS elements are included in acquisition.
- Ensures that the equipment or platform acquired meets the sponsor's requirements.
- Makes decisions based on trade-off, cost-benefit and value-added analyses.
- At delivery ensures that all planned support is in place to commence the operational phase.
- Chairs the configuration control board through the Acquisition Phase of the platform, system, or equipment.
- Chairs ILSMT through Acquisition Phase of the platform, system, or equipment.

**6. Platform Manager**

- Manages the logistics support for a platform during the Sustainment Phases by developing and maintaining necessary support plans.
- Ensures there is a logistics support philosophy for the platform
- Coordinates with customers (including Facility and Acquisition Managers) to ensure the platform supports the operational missions.
- Obtains and distributes resources from the Facility Manager via the Logistics Advocate to implement the support plan.
- Continually evaluates/improves the performance/reliability of the platform.
- Leads cross-functional teams to plan, develop, analyze, and recommend configuration changes. Manages the configuration data at the platform level during the Sustainment phase.
- Serves as a member of the configuration control board during all phases of the life cycle of a platform, system or equipment.
- Serves as a member of the ILSMT during the acquisition phase; chairs the ILSMT during sustainment and disposal phases of the life cycle of the platform, system or equipment. Maintains the Operational Logistics Support Plan (OLSP). Ensures engineering logistics portions of the integrated logistics support plans are current during the Sustainment phase.

**7. Equipment/Systems Manager**

Manages the logistics support for an equipment/system type, across multiple platforms, during all life cycle phases by developing and maintaining the equipment support plan.

- Ensures there is a logistics support philosophy for the equipment/system.
- Leads cross-functional teams in providing required logistical support, and to ensure all life cycle ILS elements are included in equipment acquisition.
- Ensures that the equipment continues to meet the sponsor's requirements.
- Coordinates with customers (including Facility and Platform Managers) to ensure the equipment supports the operational missions.
- Receives and distributes resources from the Facility Manager via the Logistics Advocate to implement the support plan.
- Continually evaluates/improves the performance of the equipment.

**Encl. (1) to COMDTINST 4100.7**  
**Engineering Logistics CONOP**

- Plans, develops, analyzes, and recommends configuration changes. Manages the configuration data at the equipment/systems level.
- Reviews all proposed configuration changes in response to changing requirements. Ensures all ILS elements are addressed.

**8. Supply Manager**

Supports platform, equipment, and maintenance management by executing commodity and item plans derived from the Integrated Logistics Support Plans (ILSP) for the acquisition, sustainment and disposal phases.

- Executes the supply portion of the ILSP.
- Continually evaluates and recommends improvements to platform and equipment support plans.
- Performs centralized planning and management of system-wide inventory.
- Develops and analyzes supply data.

**9. Maintenance Manager**

Schedules and executes integrated maintenance support for assigned platforms which is beyond the capability of the platforms and support manager to provide or execute.

- Executes and manages funds for the major maintenance portion of the platform and equipment support plans.
- Coordinates unscheduled maintenance and casualty response beyond platform capability.
- Schedules and implements alterations and field changes.
- Serves as the technical consultant to the platform and their operational commanders.
- Continuously evaluates and requests improvement to platform and equipment support plans.
- Develops and analyzes logistics data.

**10. Support Manager**

For requirements which exceed the on-board capability of the platform, performs or arranges logistics support for assigned platforms, providing a single point of contact between the total logistics system and the platforms for the following:

- Facilitates requests for and delivery of logistics services to the platform.



**Encl. (1) to COMDTINST 4100.7  
Engineering Logistics CONOP**

- Provides matrix management between the technical, maintenance, and supply functions.
- Provides or arranges maintenance support such as maintenance assistance, maintenance augmentation, material assessment, and, as directed by the maintenance manager, casualty response.
- Provides or arranges port services as directed by appropriate support plans.
- Provides or arranges logistics services for platforms which are without an on-board capability.
- Continuously evaluates and requests improvements to platform and equipment support plans.

**11. Platform Level Logistics Manager**

Schedules, coordinates, oversees, and performs organizational level maintenance which includes scheduled and unscheduled maintenance and repairs as required by the platform and equipment support plans.

- Ensures that all aspects of engineering logistics required for the platform to perform its mission have been addressed in accordance with the Operational Logistics Support Plan, as modified by actual material conditions and any surge logistics dictated by unusual mission assignments.
- Responsible for unit level maintenance and supply tasks in accordance with platform and equipment support plans.
- Develops, analyzes, and updates maintenance and logistics data at time of event.
- Continually evaluates and recommends improvements to the platform and equipment support plans.
- Advises Support Manager of logistic needs beyond unit capacity.

If there are multiple platforms at a unit (i.e., aircraft, boats, ships, and/or shore facilities), the unit level command structure is responsible to integrate the logistics requirements of the multiple platforms. No additional structure is necessary, i.e., organizational level platform logistics managers report directly to the command structure.



**Encl. (1) to COMDTINST 4100.7  
Engineering Logistics CONOP**